

GREENWOOD TRAILS ADVISORY BOARD MINUTES

Meeting Date and Time: March 23, 2006, 7:00 p.m.

Meeting Place: Greenwood Community Center

Public Attendance: None

Parks Board/Parks Dept. in Attendance: None

City Officials in Attendance: Norm Gabehart

Members in Attendance: Anita Knowles, Jean Kennedy, Eric Link, Eric S. Miller, Thane Morgan, and Ron Welsh

Members absent: Jim Anderson, Don Cummings, Diana Sullivan, and Reba Wooden

Minutes submitted by: Eric S. Miller

1. Approval of February meeting minutes. The minutes of the February meeting was approved.

2. Open Forum. Kim and Christopher Crane introduced themselves to the Board. The couple are residents of White River Township who are interested in the Board's efforts.

3. Review of February Action Items

- a. **Trail amenity draft comments.** No additional comments were submitted to Don Cummings following the February meeting.
- b. **Data gathering from Ball State University class.** Don Cummings has received the data gathered by the Ball State University students. The data is in electronic form and will be made available to the Board.
- c. **Congressional funding opportunities.** No information at this time. Will revisit at the April meeting.
- d. **Member directory updates.** One additional change is necessary. The directory will be distributed afterward.
- e. **Communication with Norm Gabehart.** Email communications from the Board should continue to be sent directly to Norm Gabehart.
- f. **Brochure update.** The brochure update is in progress. Will revisit at the April meeting.
- g. **BF&S grant application update.** Norm Gabehart provided the Board with an update on the grant process. He told the Board that the BF&S cost per mile estimate for the Tracy Trail project was too high since the estimate was based upon costs associated with other local projects (including the Monon Trail and trails in Plainfield); these projects required more work than will be needed for Tracy Trail. Norm wants to have the city provide some manpower to keep costs down and extend the grant

money as much as possible. As part of the INDOT grant for the Tracy Trail project, the City plans to incorporate a pedestrian bridge across Smith Valley Road. There are eight entities involved in the survey process for Tracy Trail; that process should take place this year with construction beginning in 2007. He also reported that BF&S is working on a MPO grant to provide a pedestrian bridge to cross U.S. 31.

- h. **Update of Jim Anderson.** Chairperson Morgan has been in communication with Jim Anderson who plans to return to the Board in the near future.
- i. **Press release regarding second bench sponsorship.** This press release has been created and distributed.
- j. **Member signups for Planning Commission meetings.** Some meetings are starting to be covered by Board members; more participation is needed from the entire Board.
- k. **Missing concrete barricades on Polk Hill Trail.** Norm Gabehart said he will look into the missing concrete barricades which act as protection for trail users on the island in the middle of the Smith Valley Road crossing. He suspects the barricades were moved to replace two barricades damaged in a motor vehicle accident on the railroad crossing bridge further west.
- l. **Main Street Trail issues.** The City recognizes the need to fill in the trail gap which crosses two residential lots on West Main Street. Norm Gabehart reported there is a certain amount of right-of-way along those properties which would be enough for a 4' wide sidewalk. He commented that the City may be able to negotiate with the landowners to place a wider trail on those properties. Additionally, he noted that extending Polk Hill Trail to Main Street is a priority project for the City.

4. Construction Updates

- a. **Polk Hill Trail.** Nothing additional to report.
- b. **Craig Park.** Norm Gabehart reported that repaving and widening of the trails within Craig Park and Northeast Park is scheduled for this year.
- c. **Tracy Trail.** Nothing additional to report.
- d. **Summerfield Park.** The bridge will be installed later this year with work being completed by a subcontractor.
- e. **Whetzel Trail.** Norm Gabehart reported that utility work had been done along the trail and a utility company had been caught lying utility poles on the trail. His office will continue to monitor the work and will ensure the utility company will pay for any damages done to the trail. The utility work is part of a road

widening project. Once completed, Worthsville Road may be considered a major east-west corridor for the City.

- f. **Main Street Trail.** Nothing additional to report.
- g. **Emerson Pathway.** Nothing to report.
- h. **Sidewalks.** Nothing to report.
- i. **Howard Road.** Plans for the trail along Howard Road will extend north from the existing sidewalk on the east side of the road. Once the trail reaches Fry Road, the path will turn east.
- j. **Westside Park.** The existing pedestrian pathways will be paved later this year.

5. New Business

- a. **Trails Master Plan markup.** The Board's primary area of concern is the City boundaries east of I-65. The Board prefers the City develop boilerplate expectations for trail development requirements along the major corridors. The Board recommends the creation of a trails plan for the east side of the City. I thought we voted and adopted the following updates:
 - i. Filled in gaps in plan along County Line road
 - ii. Since the existing county roads east of I-65 will become the main roads as Greenwood expands, the plan will designate them all requiring 8-10" path.
 - iii. Since the paths will be built incrementally, the City should create a design standard for roads and intersections so that the paths will match up as they are constructed. The Board recommends path on both sides of 4 lane roads with appropriate grade level crossing accommodations at the intersections. Two lane road should have path on the north and east side with sidewalk on the south and west with matching grade level crossing designed into the intersections.
- b. **Commit to Fit program.** Jean Kennedy had communicated with both Mayor Henderson and Evan Springer regarding ideas to extend the Commit to Fit program. There is no further action for the Board to take on this matter.
- c. **Trail loops on hospital properties.** Although the city does not have hospital properties within the city limits, there are two facilities just north of the city which provide service to Greenwood residents. As such, the Board has tasked Jean Kennedy to approach Community South and St. Francis South regarding building a pedestrian trail along the perimeter of their facilities.

- d. **2006 TAB goals.** After further thought and discussion, the Board decided to set four goals for the 2006 calendar year. The following goals were presented for adoption
- Getting the trails ordinance proposal enacted by the Common Council.
 - Create a prioritized trail construction plan and cost estimates which include a maintainable map to detail existing trails/sidewalks, trails/sidewalks that are in progress, and planned trail/sidewalk construction.
 - Update the Trails Master Plan and get it approved by the Parks Board.
 - Raise \$25,000 through fundraising efforts.

Jean Kennedy made a motion to approve the goals with Anita Knowles seconding. The goals were adopted on an unanimous voice vote.

6. Subcommittee reports.

a. Personnel.

- i. **Resignations.** Chairperson Morgan announced the resignation of Laura Swank from the Board.

b. Crossing US 31. Nothing to report.

c. Fundraising.

- i. **Bench program.** Vice Chair Welsh reported a total of five benches have been sponsored. There was one deviation from the boilerplate text; once donor wanted to list a person's birth and death date on the plaque. Although the Board seeks to keep the plaques similarly formatted, the Board agreed this deviation should not be problematic.

d. Grants. Nothing to report.

e. Trails Master Plan. Nothing further to report.

7. Liaison reports

a. Planning Commission/Planning Dept. Nothing to report.

b. Communication. Nothing to report.

c. Parks Board. Chairperson Morgan reported the Parks Board authorized the monies for the bridge in Summerfield Park.

d. Churches. There is a need for someone to take on this liaison role.

e. Schools. There is a need for someone to take on this liaison role.

f. Healthcare. Nothing to report.

- g. **Indianapolis Greenways.** There is a need for someone to take on this liaison role.
- h. **WRT/County.** Anita Knowles reported there will be a meeting on April 12 at 7 p.m. at the White River Library to discuss trails and how White River Township may develop its own network.
- i. **Developer/Builder.** Nothing to report.

8. Open Forum

- a. **Cataloging infrastructure needs.** Don Cummings requested (in absentia) Board members email him and infrastructure issues that need to be tracked by the Board. Example issues include important gaps, missing signage, and opportunities to advance trail development.
- b. **Trail amenity guidelines.** Board members read and studied the trail amenity guidelines that were introduced at the February meeting. Eric S. Miller made a motion to accept the proposal as written and send it on to the Parks Board for further consideration; Jean Kennedy seconded the motion. The vote passed on an unanimous voice vote. The amenity proposal is listed as Attachment #2.
- c. **Web site updates.** Eric Link requested anyone with photographs of Greenwood trails to email him some images to be placed on the Board's portion of the City Web site.

Next Meeting: Thursday, April 27, 2006, at the Greenwood Community Center, 7:00 p.m.

Attachment #1: Board Member Action Items (by Member)

Anita Knowles

1. Investigate Congressional funding opportunities for trail development.

Eric S. Miller

1. Re-PDF and distribute member directory
2. Complete update of trails brochure

Chairperson Morgan

1. Develop and distribute press release for the fundraising goal and past fundraising successes.

Ron Welsh

1. Complete the tracking spreadsheet for sponsor benches.

Attachment #2: Trail Amenity Guidelines

Standard Trail Amenities

Proposed Standard (this draft is a starting point for discussion)

The following recommendations apply to all elements of the trails network (greenways, roadside pathways and sidewalks). It is recognized that some aspects of these recommendations may not be practical along some areas of sidewalks, but to the extent they CAN be implemented, they SHOULD be implemented. The city shall work in good faith to find right-of-way solutions for these amenities (such as expanded right of way widths in the needed location). Further all utilitarian items shall be designed for year-round use.

1. Benches: goal of one per quarter mile, never less than one per half mile (closer spacing ok if a sponsor wants to designate an exact location)
2. Trash receptacles—at every bench, but sufficiently distant to avoid odors
3. Dog waste clean-up station—one per mile, preferably at a bench location
4. Information board—one per mile, preferably at a bench location
5. Occasionally positioned landscaping elements (trees, shrubs, plantings) and artwork (sculpture, murals, fountains).

In addition, we recommend that for asphalt pathways one “oasis” should be installed approximately¹ every two miles. Elements of an oasis are listed below. Oasis elements may substitute for the above-noted requirements (i.e. no need to duplicate).

Oasis Elements (all on pavement with pedestrian connector to pathway)

1. Two benches
2. Trash receptacle
3. Dog waste clean-up station
4. Information board
5. Suggestion box
6. Trails network literature station
7. Trails network map
8. Bike rack
9. Rest rooms²
10. Water fountain(s)
11. Dog watering station
12. “Street light” (if not already lit by another nearby such light)
13. User-accessible outdoor electrical outlet on restroom building
14. User-accessible outdoor electrical outlet near each bench³

15. Wireless internet hub

Notes

1. Oases may be alternately located at trailheads, parks or other public (governmentally owned) property
2. Rest room requirement is waived if there is a park within a half mile and that park's restrooms are open at all times.
3. If two benches are end-to-end, one shared electrical outlet will suffice